

26 October 1966

Informal Memorandum

OSA/EXO

After a month of reading old files and trying to inventory available documentation covering the last ten years' activities, I need guidance.

a. A cut-off date is necessary for purposes of researching the files further.

b. The magnitude of the study and the detail desired should be established as soon as possible, or I will be wastefully spending time and effort on extraneous material. It is unbelievable the amount of documentation available, but the question is: How much of it is valuable to this study?

c. I feel that whatever is written should be done with the purpose of enlightening the reader (whoever he may be) rather than entertaining him. In other words, it should be as true and factual an account of decisions and events as we are able to put together, with necessary documentation, quotation and attribution.

Many more questions have occurred to me but I will not list them at this point since a decision on the above three points will automatically answer most of them and give me a good base to work on, and any other questions can be settled later.

I attach a first draft outline--I am sure I have omitted something here, or included too much there, but it is a starting point. I await your advice and instructions and meanwhile continue reading and making excerpts from the files.

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Att: Outline